



Minnesota Department of **Human Services**

[DATE]

FIRST AND LAST NAME
LINE ONE OF ADDRESS
LINE TWO OF ADDRESS (IF ANY)
CITY, STATE ZIP

Dear [Mr. Ms.] [LAST NAME]:

We want to know what you think about the help you get from Minnesota Department of Human Services (MN DHS) programs.

Within the next few weeks, someone from Vital Research may call you to schedule a time to get your views about the help you get from the Elderly Waiver Program.

Vital Research is testing a survey about people's experience with the help they get from MN DHS programs. Either someone will talk with you over the phone or at your home, or meet with you at a place you choose if you agree to answer the questions.

The federal Centers for Medicare & Medicaid Services (CMS) and the state MN DHS fund this project. Answering these questions helps MN DHS improve its programs.

MN DHS created a list of all people on the Elderly Waiver Program and selected names at random to answer the questions. You have not been picked for any other reason. We hope you agree to give input if you get a call.

If you choose to take part, your personal answers will not be shared with MN DHS or any of the people who provide your services. Vital Research will combine your answers with the answers from other people and report them all together. No one will see your personal answers.

It is your choice to answer these questions. None of your services will change if you decide to answer them.

If you have any questions about the project, please call Heather Leider or Jennifer Wang at Vital Research toll-free at 1-888-848-2555. If you want to talk with someone at DHS, you may call Kari Benson at MN DHS at 651-431-2566. Thank you for your help!

Sincerely,

Jean Wood - Director, Aging and Adult Services Division, MN DHS

Alexandra Bartolic - Director, Disability Services Division, MN DHS